

Internal Quality Assurance Cell (IQAC) Meeting

21-01-2021

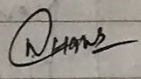
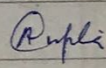
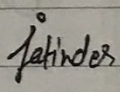
Date _____

Sr. No.	Name	Signature
1.	Chairperson Dr. Rajinder Singh	Rajinder Singh
2.	Convener Dr. Sushil Kumar	Sushil Kumar
3.	Members Ms. Neelam Devi	Neelam
4.	Dr. Balesh Kumar	Balesh Kumar
5.	Ms. Zeenat Madan	Zeenat Madan
6.	Dr. Gulshan Singh	Gulshan Singh
7.	Dr. Satbir Singh	Satbir Singh
8.	Ms. Kavleen Bharej	Kavleen Bharej
9.	Dr. Rajesh Phor	Rajesh Phor
10.	Dr. Arti Arora	Arti Arora
11.	Dr. Girdhar Gopal	Girdhar Gopal
12.	Ms. Chhavi Kiran	Chhavi Kiran
13.	Ms. Amandeep Mehta	Amandeep Mehta
14.	Member, Management Dr. R.C. Sharma	

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Sl. No.	Name	Signature
15.	Senior Administrative Officer Mr. Sukhdev Chauhan	
16.	Nominee, Local Society Mr. Kamal Gupta	
17.	Nominee, Student Mr. Nishhil Kumar Hans	
18.	Nominee, Alumni Mr. Ajay Gupta	
19.	Nominee, Employee/Industrialists/ Stakeholders Mr. Jatinder Saini	
20.	Convener, Feedback Committee Dr. Rajni	

IQAC MEETING MINUTES REGISTER

SESSION: 2020 - 2021

SANATAN DHARMA COLLEGE, AMBALA CANTT

College with Potential for Excellence, UGC, New Delhi
NAAC Accredited Grade "A+" with CGPA 3.51 in 3rd cycle

Internal Quality Assurance Cell

Session 2020-2021

Meeting No-03

Proceedings

A meeting of the Internal Quality Assurance Cell (IQAC) was held under the Chairmanship of the Principal in the Principal Office at 1:00 P.M on January 21, 2021

Agenda of the meeting:

1. Discussion on NAAC sponsored Online National Conference on "Quality Enhancement in HEIs and Evaluation with RAF of NAAC" scheduled for February 03, 2021.
2. Plan and Conduct Workshops/Webinar/FDP/ATP for the Staff and Mentee institutions
3. Conduct of Remedial Classes.
4. Revision of Feedback Mechanism

At the outset, the Principal Dr. Rajinder Singh welcomed all the members of IQAC and briefed about the agenda of the meeting.

After detailed deliberations on agenda the following decisions were taken in the meeting.

1. Minutes of the last meeting held on 18.12.2020 were read and confirmed by the members of IQAC.
2. The chair took an update from all the members of IQAC regarding status of papers for the NAAC sponsored Online National Conference on "Quality Enhancement in HEIs and Evaluation with RAF of NAAC" scheduled for February 03, 2021 at Sanatan Dharma College, Ambala Cantt.
3. The team IQAC will take necessary action to motivate and invite the IQAC Coordinators of mentee colleges for contributing a paper for the conference.
4. It was resolved that the proceeding of the conference is to be completed before 15.02.2021
5. The team IQAC will take the necessary actions to motivate the faculty members from mentee colleges for participating in the conference.
6. Team IQAC will organise a webinar/workshop in the month of February on quality education and NAAC.
7. Team IQAC will organize Webinars on quantitative metrics and qualitative metrics of criteria 1 to 7 of assessment procedure of NAAC in the coming months.
8. Ms. Amandeep and Ms. Kavleen will plan and execute a workshop/training programme related to Documentation for non-teaching staff members.
9. Team IQAC & E-Resource Development Cell will organize lab training programme of one week duration for lab staff.
10. IQAC of the college will draft guidelines for departments for initiating remedial classes for students.
11. Remedial classes may be started for subjects of commerce, English and computer.
12. Remedial classes of Commerce and BBA are to be planned by Dr. Satbir Singh.
13. Faculty members will develop additional e-content and upload on college Learning Management system for slow learners and advanced learners.
14. The feedback committee will revise feedback mechanism of the institution to turn it into more systematic for improvement of academic work.

SESSION: 2020 - 2021

Meeting concluded with the vote of thanks to all IQAC members. The next IQAC meeting is proposed in the month of February, 2021.

Dated: January 21, 2021

Copy to:

1. All the members of IQAC
2. Convenor, E-Resource Development Cell [for necessary actions against point no 09,13]
3. Heads of Commerce, Computer [for necessary actions against point no 11,12,13]
4. Convenor Feedback Committee [for necessary actions against point no. 14]

Rajinder Singh
Principal
Sanatan Dharma College
Ambala Cantt.

P. K. Singh
Convenor, IQAC
Coordinator, IQAC
Sanatan Dharma College
Ambala Cantt

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Convenor, IQAC
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